

BUILDING SPECIALIST - PLUMBER

GENERAL RESPONSIBILITIES

This position will be responsible for repairs and preventative maintenance on plumbing systems and equipment for Carroll County Government. All work will be in accordance with applicable Federal, State, and local laws.

ESSENTIAL TASKS include the following; other duties may be assigned.

1. Plans, coordinates and schedules repair projects and preventative maintenance of assigned area
2. Assists in planning and accessing future repair and preventative maintenance projects
3. Ensure the proper repair of plumbing equipment and associated piping systems to meet all applicable codes
4. Coordinates work with other employees and provides some employee training
5. Repair pipe, fittings, valves, and fixtures such as sinks and toilets using hand and power tools
6. Operates sewer machines to clear sewer lines
7. Report to work outside of normal working hours for emergency operations
8. Perform related duties as to specific assignments
Any employee may be identified as Essential Personnel during emergency situations.
9. Provide service to customers by answering questions, providing information, making referrals, and assuring appropriate follow-through and/or resolution
10. Communicate with managers, supervisors, co-workers, citizen, and others, maintain confidentiality; and represent the County

EDUCATION AND EXPERIENCE

1. High school diploma or general education degree (GED)
2. Five years experience in the Plumbing maintenance field*

* A comparable amount of training and experience may be substituted for the minimum qualifications

KNOWLEDGE, SKILLS AND ABILITIES

1. Read, analyze, and interpret information and manuals, and policies
2. Applies technical methods, practices and procedures of building trades
3. Complete work orders, specifications, and time cards using computer based software
4. Use mechanical/hand tools, pipe threader, welder/acetylene torch, amp and volt meter, sewer equipment and other maintenance equipment.

CERTIFICATES, LICENSES, REGISTRATIONS

1. Valid driver's license
2. DOT (Department of Transportation)
3. Requires a criminal background check as condition of employment